



Report to the Auburn City Council

Action Item	20
Agenda Item No.	
City Manager's Approval	

To: Mayor and City Council Members
From: Lance E. Lowe, AICP, Associate Planner *[Signature]*
Date: June 11, 2012
Subject: Certified Local Government Status (CLG) for Auburn; Options for Consideration.

The Issue

Should the City Council Submit an Application for Certified Local Government Status?

Conclusions and Recommendations

That the City Council receive a report from staff and consider one of the options below, based upon the staff analysis provided herein:

1. Submit an Application to the California Office of Historic Preservation for Certified Local Government Status:
 - A. By Resolution, (**Attachment 1**) initiate an ordinance amendment to revise the city's Historic Preservation Ordinance to be consistent with the requirements for a Certified Local Government and as described in the February 8, 2012 memorandum from the State Department of Parks and Recreation (**Attachment 8**).
 - B. By Resolution (**Attachment 1**) commit to updating the 1986 inventory of historic properties as described in the February 8, 2012 memorandum from the State Department of Parks and Recreation.
2. Do Not Submit an Application to the California Office of Historic Preservation for Certified Local Government Status and Consider the Following Alternatives:
 - A. By Motion, Direct Staff to Update the Resolution for Nominating Process for Historical Resources (*Resolution No. 82-198*); and,
 - B. By Motion, Continue with the City's Historic Preservation Ordinance as Currently Practiced.

Summary

As requested by the City Council on October 11, 2011, contained herein is an analysis of California's Certified Local Government as it pertains to the City of Auburn. The City Council staff report includes discussion/analysis of the following:

Background

- I. History of Historic Design Review & Historic Preservation Ordinances
- II. Design Review for Single-Family Residential Units
- III. Separate Historic Design Review Committees & Planning Commission
- IV. Overview and Requirements of the Certified Local Government Program

Analysis

- I. City of Auburn Certified Local Government (CLG) "Pre-Application" – Update City's Historic Preservation Ordinance
- II. City of Auburn Certified Local Government (CLG) "Pre-Application" – Update Historic Resources Survey

Alternatives Available; Implications of Alternatives

Fiscal Impact(s)

Background

On October 10, 2011, the City Council considered the issue of Certified Local Government (CLG) status for Auburn. After a discussion, the City Council approved moving forward with volunteer and staff assistance in seeking Certified Local Government status with the final staff analysis and program to be brought back to City Council for final approval (Motion: Nesbitt/Holmes/Approved 4:0 (Hanley absent) (**Attachments 2 & 3** – October 10, 2011 City Council Staff Report and Minutes)

I. History of Historic Design Review & Historic Preservation Ordinances

Upon considering the Historic Design Review and Historic Preservation processes established by the City and undertaken by the Community Development Department, it is important to memorialize the prior public hearing discussions/actions that have occurred over the years. It should be noted that the current processes have not occurred arbitrarily, but are the result of several public hearing discussions/actions taken previously.

In 1998, the City Council expressed interest in updating the City's historic design review process as well as the design guidelines for the two historic districts (i.e. Old Town & Downtown). To that end, the City Council appointed a task force to review the design guidelines as well as the City's ordinance relating to historic design review. The Historic Task Force worked from 1998-2001, developing changes to the design guidelines and drafting language for a historic preservation ordinance. The work by the task force was then turned over to staff to finalize.

The Planning Commission reviewed the ordinances and design guidelines at a series of public hearings extending from September 2003 to January 2004. The Commission's recommendations were subsequently reviewed by City Council, with Council adopting the current Historic Preservation Ordinance on November 15, 2004.

II. Design Review for Single-Family Residential Units

One of the key issues discussed by the Planning Commission during the 2004 update was the potential application of design review requirements on single-family residential units (i.e. should single family homes be part of the design review process). The City did not require design review for single-family residences anywhere in the City. As part of the review process by the Historic Task Force, the task force recommended that design review be extended to single-family residences in both historic districts, as well as several areas adjacent to the historic districts.

The Planning Commission received considerable public input during the review process and reviewed the issues at two separate hearings (September 29 and October 15, 2003). The majority of the persons addressing the Commission were opposed to the recommendation of the task force. Based on the issues raised by the community, the Planning Commission voted against the task force recommendation (i.e. The Planning Commission recommended not to require design review for single-family residential units within the Old Town or Downtown Design Review Districts, as well as the areas surrounding the historic districts). The City Council upheld the Planning Commission recommendation, and the resulting ordinance adopted by Council exempted single-family residences.

III. Separate Historic Design Review Committees & Planning Commission

During the review conducted from 1998-2001, the Task Force identified a need to review the composition of the Historic Design Review Committee (HDRC, Old Town) and the Central Business Design Review Committee (CBDRC, Downtown) to avoid any possible conflict of interest. At the time, a possible conflict of interest occurred if a Committee member owned a business or property within 300 feet of a proposed project.

In review of the design review committees (HDRC, Old Town and CBDRC, Downtown) composition by the Task Force, the issues included, but were not limited to the following:

- The Planning Commission performed design review for most of the city, except for Old Town (HDRC) and Downtown (CBDRC);
- Projects needing design review and other entitlements (e.g. Use Permit, Variance) were required to obtain approval from both the Planning Commission and the Old Town (HDRC) or Downtown (CBDRC) design review committee. For the applicant this process required more time and expense. For the Planning Commission and design review committees there were concerns over proper environmental review and the inability to comment, or make changes to a project since it was not part of their authority;
- Additional staff time preparing multiple agendas, staff reports, minutes, etc. for multiple committees; and,
- Including the Planning Commission in design review for Old Town and Downtown would be beneficial for other reasons:

1. Planning Commissioners would become more sensitive about historic issues and use this knowledge for projects outside of the historic districts.
2. New Commissioners added to the Planning Commission to form any new Historic Design Review Commission would become part of an existing Commission that already has knowledge about parliamentary procedures, Brown Act, conflict of interest and CEQA.
3. It was viewed at that time that combining the design review function into one Commission would give historic preservation higher visibility and more credibility.

It was recommended by the Task Force that the following should occur:

1. Elimination of the Historic Design Review Committee (HDRC, Old Town) and the Central Business Design Review Committee (CBDRC, Downtown);
2. Establish a process, which would permit staff to administer design review within the Old Town and Downtown districts for most items (i.e. signs, paint colors, exterior changes, etc.); and,
3. Projects requiring Civic Design (Design Review) applications within the Old Town and Downtown districts would be reviewed by the new HDRC. For these projects, the HDRC membership would be expanded to nine members including the five Planning Commissioners as well as four additional members that included an architect, historical society member, Old Town business/property owner and a Downtown business/property owner (current composition of the HDRC).

IV. Overview and Requirements of the Certified Local Government Program

Below is a summary the Certified Local Government (CLG) Program and requirements, should the City Council opt to pursue the preparation of an application for CLG status. For more detailed information regarding the CLG Program Application and Procedures, see **Attachment 4 – Certified Local Government Program Application & Procedures publication.**

Background

In 1980, amendments to the National Historic Preservation Act of 1966 provided for the establishment of a Certified Local Government program to encourage the direct participation of local governments in the identification, evaluation, registration, and preservation of historic properties within their jurisdictions and promote the integration of local preservation interests and concerns into local planning and decision-making processes. The CLG program is a partnership among local governments, the State of California-Office of Historic Preservation (OHP), and the National Park Service (NPS) which is responsible for administering the National Historic Preservation Program.

Who Can Apply to Become a CLG?

Any general purpose political subdivision with land use authority (i.e. Cities and Counties) is eligible to become a CLG. It is the local government that is certified, not the preservation commission. A current list of CLGs is attached as **Attachment 5.**

Why Become a Certified Local Government?

Local governments that have achieved CLG status are considered full partners with the California Office of Historic Preservation in carrying out the protection of historical resources.

According to the CLG Program Application & Procedures publication, benefits of becoming a CLG include:

- Eligibility for federal grants from the Historic Preservation Fund administered by the California Office of Historic Preservation (see Grant discussion below for more information);
- Direct participation in the nomination of historic properties to the National Register of Historic Places;
- Opportunity for enhanced responsibilities to review and comment on development projects in compliance with federal environmental regulations, thereby expediting the review time;
- Special technical assistance and training for local preservation commission members and staff from State Historic Preservation Office;
- Potential for participation in the review of building rehabilitation plans for federal investment tax credits;

Certification Application

A completed application, signed by the chief elected official (Mayor) of the City will be reviewed by the Office of Historic Preservation (OHP). If the City meets the criteria, OHP will forward the application and recommended certification to the National Park Service (NPS) who makes the final certification decision. When the NPS is in agreement with OHP's recommendation, a certification agreement is signed by OHP and the local government, completing the certification process. See Certification Application Requirements on page 12 of **Attachment 4**

Local governments may be certified to participate in the CLG program by complying with the five minimum responsibilities of the CLG program. Local governments shall:

1. *Enforce appropriate state and local laws and regulations for the designation and protection of historic properties;*

Certified Local Governments must enact and enforce a local historic preservation ordinance as well as enforcing the California Environmental Quality Act regulations in relation to historical resources.

2. *Establish an historic preservation review commission by local ordinance;*

GLG preservation commissions must have a minimum of five members with all members having a demonstrated interest, competence or knowledge of historic preservation. Additionally, two members are encouraged to be professionals who meet the qualifications for various disciplines outlined by the Secretary of the Interior. Local governments can be certified without minimum professional qualified membership. The commission must meet a minimum of four times per year and each commissioner must attend at least one training session that is certified as meeting the requirements of the CLG program each year.

3. *Maintain a system for the survey and inventory of historic properties;*

Because surveying is one of the cornerstones of any historic preservation program, CLGs must develop or have in place a system for the survey and inventory of historic properties within their jurisdictions. This system must be coordinated with the OHP's statewide inventory program, use state-approved inventory forms and evaluation criteria consistent with the National Register, and be in line with the Secretary of the Interior's Standards for Identification and Evaluation. Communities which have conducted surveys in the past must update their survey data as new resources become eligible for consideration, or when older surveys warrant re-examination over time.

4. *Provide for public participation in the local preservation program; and,*

Public participation is an integral feature of any preservation program. All local preservation commission meetings must be open to the public and meet the requirements of open meeting laws. Additionally, the public should be involved in the CLGs survey program, nominations to registration programs, and preservation planning. Surveys must be available to the public as appropriate with the exception of certain architectural information, which must be kept confidential in order to ensure its protection.

5. *Satisfactorily perform responsibilities delegated to it by the state.*

CLGs in consultation with the OHP, can choose to take on additional responsibilities in their preservation programs. These include reviewing and commenting on applications for federal tax incentives for historic preservation and National Register nominations. Additionally, CLGs can take part in state programs such as the Mills Act property tax abatement for historic properties.

Annual Reporting

In order to maintain certification, CLGs are required to submit reports annually that detail their historic preservation programs' accomplishments and actions. Each CLG is sent an annual report request letter and format at the beginning of the calendar year, and it is requested that completed annual reports for the previous calendar year be returned by the date announced by OHP (approximately April 1). An Annual Report must have been submitted in order for the CLG to submit a grant application. Although the majority of the report format remains constant from year to year, some items may change from year to year.

For more information on the CLG program, the State Historic Preservation Offices' publications "Why Become a Certified Local Government?" and "Certified Local Government Frequently Asked Questions" are attached herewith as **Attachments 6 & 7**.

Analysis

I. City of Auburn Certified Local Government (CLG) "Pre-Application" – Update City's Historic Preservation Ordinance

The Office of Historic Preservation permits jurisdictions to submit “Pre-Applications” to ascertain the level of work needed to qualify them for the CLG program.

As part of staff’s analysis the Community Development Department assembled a “Pre-Application” and forwarded the pre-application to the Local Government Unit of the State Office of Historic Preservation for consideration on December 8, 2012. In accordance with the Certified Local Government Program Application & Procedures publication, the pre-application contained the requisite applications materials consisting of: Historic Design Review District Map; Historic Preservation & Design Review Ordinances; Historic Element of the General Plan; and, Historic Resources Survey dated 1986.

On February 8, 2012, the Community Development Department received correspondence from the State Historic Preservation Office (SHPO) providing recommendations to assist the City in the development of a formal CLG application. The comments received from SHPO are essentially twofold (**Attachment 8**):

- A. The City’s Historic Preservation Ordinance needs to be comprehensively updated (*Sections 159.490 et. seq.*); and,
- B. The City’s 1986 Historic survey is outdated and the City needs to prepare a Historic Context Statement(s) and use that document as the basis for updating its Historic Resources Survey.

Below is a discussion of the items identified in the SHPO letter (**Attachment 8**) that would need to be revised in the city’s historic preservation ordinance. Councilman Holmes’ proposed amendments (**Attachment 9**) to the City’s Historic Preservation Ordinance contain some of the SHPO requirements.

1. **159.492 Definitions.** SHPO requests a Historic Preservation Ordinance that, in addition to the Old Town and Downtown Historic Districts, applies Citywide, including residential properties. The historic design review district would need to apply to any historic district or individual property in the city, and not be limited to the Old Town and Downtown historic districts. The district would need to be citywide and apply to all resource types. Resources or other districts identified in the 1986 Historic Resources Survey would likely include additional “eligible” properties when updated. “Eligible” properties, whether listed or not, on the Local register, State register or National register are subject to review under the California Environmental Quality Act (CEQA). With additional “eligible” properties added, the update would expand the area of authority of the Historic Design Review Commission and eliminate the exemption for single-family residential buildings that was considered by the City in 2004.

Guidelines for Local Surveys: A Basis for Preservation Planning. What is a historic resource?

The National Historic Preservation Act defines *historic resource, or historic property*, as:

any prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion in the National Register (of Historic Places); such term

includes artifacts, records, and remains which are related to such a district, site, building, structure, or object.

The National Register, in turn, defines a *historic property* as a district, site, building, structure, or object significant in American history, architecture, engineering, archeology, and culture. A historic property may be a row of stores having cast-iron fronts or Mount Vernon, a water tower or a city park, a railroad station, an ethnic neighborhood, or the archeological remains of a prehistoric Indian village. It may be of value to the Nation as a whole or important only to the community in which it is located.

2. **159.494 Historic Design Review Commission; Creation, Membership, and Terms of Office.** "The OHP does not recommend to the National Park Service certification of local governments who either merge the historic preservation commission with the planning commission, or who defer historic preservation policy to the planning commission." Also, being a property owner or business owner in the Old Town or Downtown districts would not qualify one to be a member of the Commission. To qualify as a CLG commission there needs to be a minimum of five individuals, all of whom have a demonstrated interest in, competence or knowledge in historic preservation. Members shall be from the disciplines of architecture, history, architectural history, planning, archeology, or other historic preservation related disciplines, such as urban planning, American Studies, American Civilization, Cultural Geography, or Cultural Anthropology (see page 23 of **Attachment 4** for a description of membership qualifications). This would mean separating the Planning Commission from the Historic Design Review Commission and the creation of an additional Commission.
3. **159.495 Historic Design Review Commission; Practices and Procedures.** SHPO does not see the existing membership of the HDRC as an independent historic preservation commission, since a majority of the members are Planning Commissioners and the Chair and Vice-Chair are the same for the Planning Commission.
4. **159.498 Historic Design Review Commission; Powers and Duties and 159.499 Declaration of Historic Buildings and Places.** Staff agrees there may be an internal inconsistency with the Historic Preservation Ordinance since the City Council and HDRC has the duty to establish guidelines for the declaration of historic buildings and structures (Sections 159.496 (A)(3) & 159.499). That can be reviewed/corrected even if the Council decides not to submit a CLG application. Staff believes it is the intent of the existing ordinance that the City Council is the final authority when establishing the guidelines per Section 159.499. The City's nomination guidelines, which were established by City Council Resolution No. 82-198 is attached as **Attachment 10**. Due to the age of the guidelines, staff can work on an update. Note that the current guidelines allow only the property owner of a historically significant building to file an application. The City's current Register of Historic Places is attached as **Attachment 11**.
5. **159.496(B) Historic Design Review Commission (HDRC); Powers and Duties.** SHPO believes the items needing City Council authorization are too restrictive. AMC 159.496(B) states as follows:

(B) Upon authorization by the Auburn City Council, the Historic Design Review Commission shall have the following powers and duties:

- (1) Publicize and update the City of Auburn Historic Resources Survey previously prepared in the City of Auburn;
- (2) Review and comment upon the conduct of land use, housing and redevelopment, municipal improvement, and other types of planning and programs undertaken by any agency of the City of Auburn, County of Placer or State of California as they relate to the historic resources of Auburn;
- (3) Make recommendations to the City Council for the purchase of property, in fee or less than fee, easements, or other mechanisms for preservation of cultural heritage resources;
- (4) May participate in, promote and conduct public information, educational and interpretive programs pertaining to preservation of cultural resources; and
- (5) Undertake any other action or activity delegated to it by the City Council or by this subchapter, necessary or appropriate to the implementation of its powers or duties to fulfill the objectives of cultural resource preservation.

6. **159.497 Historic Design Review Permit.** SHPO questions why single-family residential buildings are exempt and states "for the ordinance to be effective it should include all property types."
7. **159.507 Preservation Incentives.** SHPO recommends expanding this section and adopting some incentives. This can also be done if the Council decides not to submit a CLG application.

II. City of Auburn Certified Local Government (CLG) "Pre-Application" – Update Historic Resources Survey

The City's Historic Resources Survey conducted in 1986 contains ±571 properties and is now twenty-six years old. According to correspondence received from the Office of Historic Preservation, most surveys are valid for about five years before they need to be updated. Accordingly, the City of Auburn will be required to prepare a Historic Context Statement(s) and update the existing Historic Resources Survey.

Historic Context Statement(s)

The City will be required to prepare Historic Context Statements, based on one or more themes, a geographical area, and periods of significance. The context statements would also identify important associated property types, and establish eligibility criteria and integrity thresholds. Context-based surveys make it possible to evaluate resources for land use planning purposes without needing to research each individual property. An initial context statement should be

developed during the early stages of survey planning in order to utilize cost-effective survey methods that will result in the identification of significant resources. More developed contexts may be prepared in conjunction with an ongoing survey or as a separate activity.

Historical Resources Survey

SHPO would require a comprehensive update to the City's 1986 Historical Resources Survey. The Historical Resources Survey identifies, records, and evaluates historic properties within a community, neighborhood, project area, or region. Surveys provide information needed to make informed planning decisions, prioritize preservation goals and objectives, develop and implement land use policies, perform environmental reviews pursuant to CEQA, develop adaptive reuse and heritage tourism initiatives, educate the public and increase the understanding of and appreciation for the built environment as a tangible reminder of the community's history. Surveys also assist in the identification of resources worthy of designation in the local register of historic resources (i.e. the Auburn Register of Historic Places), the California Register of Historic Resources, or the National Register of Historic Places, as well as properties potentially eligible for federal tax benefits or other state and local preservation incentives.

Survey Timing/Costs

Staff surveyed several jurisdictions regarding the costs of a survey and the time involved. In many of the jurisdictions surveyed, volunteers and staff completed much of the research and survey work with oversight by a consultant. Based upon the level of participation, the Historic Resources Survey can take a year or more to complete.

Based upon discussions with other CLG jurisdictions, preliminary estimates to prepare a Historic Context Statement and update the Historic Resources Survey range from \$30,000 to \$60,000, with costs dependent upon the level of volunteer contribution and the extent of historical resources identified within a community. However, the costs incurred to prepare the Historical Context Statement(s) & update the Historical Resources Survey may be partially offset by grant funding provided by SHPO as discussed below.

Grant Funding

A minimum of ten percent of California's yearly allocation of federal funds received through the Historic Preservation Fund Grants Program must be sub-granted to certified local governments. All CLGs shall be eligible to receive funds from the CLG share of the state's local annual HPF grand award. The state, however, is not required to award funds to all certified local governments that are eligible to receive funds.

The Office of Historic Preservation awards HPF monies to CLGs on a competitive basis. For the 2011-2012 year, OHP received 15 grant applications requesting \$289,145 and has selected ten (10) local (66% of applicants) governments to receive grants totaling \$184,500 (**Attachment 12**).

CLG grants are awarded on a reimbursable basis meaning that the recipient is required to front the monies and would be reimbursed at specific task mile stones or at the end of the project. Upon receiving grant funding, the jurisdiction is required to provide matching funds making up a 60/40 split either in the form of matching funds and/or a "soft match" or a combination of the

two. A "soft match" is a time contribution (i.e. staff and volunteer time commitment that is required to make up at least 40% of the grant monies received). Typical volunteer work includes field survey work, historic and architectural research, photography, mapping, typing and bookkeeping. When volunteers who meet the Secretary of the Interior's Professional Qualifications standards for historian, architectural historian, architecture, historic architecture, prehistoric archeology, or historic archeology donate their professional services, the value may be computed at their professional rates, not to exceed the maximum salary of \$89.41 per hour or \$715.00 per day. For volunteers who do not meet the Secretary of the Interior's professional qualifications, their time is computed at the federal minimum wage.

For example, the City of Napa recently updated its Historic Resources Survey in 2008 at a cost of \$30,000 and received a \$22,000 grant from SHPO. In another example, the City of Elk Grove, is preparing its first Historical Context Statement and Historical Resources Survey at a cost of \$37,500. The City received a grant in the amount of \$22,500 from SPHO during the 2011-2012 grant year and the remaining monies, in the amount of \$15,000 are to be matched by the City. The preparation of the Historic Context Statement and Historic Resources Survey includes volunteers doing much of the survey work, city staff time estimated at ± 20 hours per week and a historic consultant.

Alternatives Available; Implications of Alternatives

1. Submit an application for Certified Local Government Status; initiate an ordinance amendment to revise the Historic Preservation Ordinance and commit to updating the 1986 inventory of historic properties.
2. Do not submit an application for Certified Local Government Status; continue with existing Historic Preservation Ordinance and update the nominating process for historical resources.

Fiscal Impact(s)

Following are the fiscal impacts with becoming a Certified Local Government:

Ordinance Update - The update of the Historic Preservation Ordinance can be undertaken by Community Development Department staff, in consultation with the City Attorney.

Historic Context Statement(s) & Resources Survey - The preparation of the Historic Context Statement(s) and Historical Resources Survey would be accomplished by retaining a historic consultant. The Cost of preparing a Historic Context Statement(s) and updating the Historical Resources Survey is estimated between \$25,000 to \$35,000 (based upon consultation with other jurisdictions, the scope of the project and existing survey of 1986). Although there are no guarantees of receiving grant funding for this effort, an application for grant funding can be submitted to SHPO up to the amount of \$25,000. Grant applications are submitted in April of each year and are funded in October.

Administration - Administering the CLG Program can be accomplished by Community Development Department Staff.

Commission Training – Commissioners are required to participate in annual training, with said training taking various forms. Training may include on-line web based training seminars, attendance of local historic preservation seminars and state historic preservation seminars.

According to jurisdictions contacted, budgets for annual training vary from \$0 to \$1,000 per commission/staff member. For example the City of Galt, a CLG since 2010, has not expended any monies for the training of its commissioners. Moreover, the City of Davis has historic consultants as members of their historic commission that give periodic training seminars, at no cost. Conversely, the City of Eureka has budgeted \$1,000 per year per commissioner, including travel and lodging expenses, to attend out of town historic preservation seminars.

Accordingly, training for Historic Preservation Commission and staff costs could be minimal on an annual basis with on-line training, in-house training by qualified individuals and local seminars. However, should the City Council authorize out of town seminars, travel and lodging expenses for each commissioner and staff would be incurred.

Additional Information

Please see the following attachments for more details:

ATTACHMENTS

1. Resolution No. 12 - _____ Initiating Update of the City's Historic Preservation Ordinance and Committing to Updating the City's 1986 Historic Resources Survey
2. City Council Staff Report dated October 10, 2011 with Attachment
3. City Council Minutes dated October 10, 2011
4. Certified Local Government Program Application and Procedures Publication
5. Certified Local Government Program City/County Listing
6. Why Become a Certified Local Government Publication?
7. Local Government Frequently Asked Questions Publication
8. State Office of Historic Preservation Correspondence on City's Certified Local Government "Pre-Application" dated February 8, 2012
9. Councilman Holmes' Correspondence dated March 12, 2012 with Draft Amendments to the City of Auburn Historic Preservation Ordinance.
10. City of Auburn Resolution No. 82-198
11. Auburn Register of Historic Places dated April 23, 2012
12. State Historic Preservation Office 2011-2012 Grant Awards for Historic Preservation

EXHIBITS ON FILE WITH THE COMMUNITY DEVELOPMENT DEPARTMENT

- A. Drafting Effective Historic Preservation Ordinances
- B. California State Law & Historic Preservation
- C. Historic Design Review Ordinance
- D. Historic Preservation Ordinance
- E. 2012 California CLG Grants Manual



ATTACHMENTS

ATTACHMENT 1

RESOLUTION NO. 12-_____

A RESOLUTION TO SUBMIT AN APPLICATION FOR CERTIFIED LOCAL GOVERNMENT STATUS WHICH INCLUDES 1) INITIATING AN ORDINANCE AMENDMENT TO REVISE THE CITY'S HISTORIC PRESERVATION ORDINANCE (SECTION 159.490 et. seq.); AND 2) COMMITTING TO UPDATE THE CITY'S 1986 HISTORIC RESOURCES SURVEY

WHEREAS, on October 11, 2011, the City Council approved moving forward with volunteer and staff assistance in seeking Certified Local Government Status; and

WHEREAS, on June 11, 2012, the City Council directed staff to prepare an application for Certified Local Government Status which includes 1) Initiating an ordinance amendment to revise the City's Historic Preservation Ordinance to be consistent with the requirements for Certified Local Government Status; and 2) A commitment to update the City's 1986 Historic Resources Survey.

WHEREAS, participation in the Certified Local Government Program will demonstrate the City of Auburn's commitment to historic preservation by partnering with the California Office of Historic Preservation in carrying out the protection of cultural resources, and

WHEREAS, the City of Auburn desires to participate in the Certified Local Government Program on the terms and conditions as set forth in the *Certified Local Government Program Application & Procedures* publication.

1 NOW THEREFORE BE IT RESOLVED by the City Council of the City of Auburn:

2
3 The City Council of the City of Auburn hereby authorizes the Community
4 Development Director to amend the City's Historic Preservation Ordinance and
5 subsequently prepare the requisite Certified Local Government program
6 application materials for City Council approval.

7
8 DATED: June 11, 2012

9
10
11 _____
Kevin Hanley, Mayor

12 ATTEST:

13
14
15 _____
Joseph G. R. Labrie, City Clerk

16
17
18 I, Joseph G. R. Labrie, City Clerk of the City of Auburn, hereby certify
19 that the foregoing resolution was duly passed at a regular meeting of the City
20 of Auburn held on June 11, 2012 by the following vote on roll call:

21
22 Ayes:

23 Noes:

24 Absent:

25
26 _____
Joseph G. R. Labrie, City Clerk



Report to the Auburn City Council

ATTACHMENT 2

Agenda Item No.

City Manager's Approval

To: Mayor and City Council Members
From: City Councilor Holmes
Prepared by: Amy M. Lind, Deputy/Assistant City Clerk
Date: October 10, 2011
Subject: Certified Local Government Status (CLG) For Auburn

The Issue

Should the City of Auburn apply for Certified Local Government status?

Conclusion and Recommendation

By MOTION, approve moving forward with volunteer and staff assistance in seeking Certified Local Government status for the City of Auburn.

Background

The Auburn area has a long history of pre-European and Gold Rush era settlement dating to the 1840's. Visitors to this area frequently use the terms "charming", "don't change a thing" and "historic" when referring to Auburn. A recent survey determined that 94% of residents believe that "preserving Auburn's historical character" was very or somewhat important to them. Over the past few months Auburn has had six additional buildings nominated for the National Register of Historic Places. Old Town Auburn is already designated a Historic District and the Carnegie Library was approved earlier this year. Work on these nominations was largely that of volunteers who are passionate about historic preservation. We expect one more building to be nominated for the National Register later this month. I firmly believe that the more we celebrate our history, the more economic vitality is increased.

One method of demonstrating our commitment to preservation of our historic character is to become a Certified Local Government (CLG). The CLG program is a partnership between local, state and national governments focused on promoting historical preservation at the local level. (See attachment A). The basic requirements for certification are outlined in attachment B. Many of these requirements are already satisfied, but a review of our current historic preservation ordinance may be necessary.

CLG status makes the city eligible for Preserve America grant funds. Currently Weaverville and San Juan Bautista are certified. Both have a much smaller population than Auburn. Weaverville recently received a grant for over \$28K to develop a marketing plan to promote local heritage festivals and wayfinding signage. Sausalito, another relatively small community, recently received CLG status.

Fiscal Impacts

Most of the work would be completed by volunteers along with the city historian. Staff time would be minimal over a period of several years.

National Park Service

National Park Service
U.S. Department of the Interior

search

go

Program

Search nps.gov

Historic Preservation
Grants Home

CLG Home

Become a CLG

CLG Contacts
& Statistics

CLG Annual
Reporting Forms

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Certified Local Government Program

CERTIFIED LOCAL GOVERNMENT PROGRAM

Announcements:

The Certified Local Government Program is a preservation partnership between local, state and national governments focused on promoting historic preservation at the grass roots level. The program is jointly administered by the National Park Service (NPS) and the State Historic Preservation Offices (SHPOs) in each state, with each local community working through a certification process to become recognized as a Certified Local Government (CLG). CLGs then become an active partner in the Federal Historic Preservation Program and the opportunities it provides.

Why become a CLG? There are many reasons that are described in depth in the links provided, but the key reason is the access certification provides to the expert technical advice of the State Offices as well as the NPS. Partnerships with the National Alliance of Preservation Commissions, Preserve America, the National Trust for Historic Preservation, and the National Main Street Center are also networks that CLGs have an opportunity to tap into. Of course, access to Federal funding is another benefit, making certified communities able to access the portion of Federal funds set aside by each SHPO for just CLGs annually. Being a CLG also shows your community's commitment to keeping what is significant from the past for future generations. As a certified town, city, or county seeking other opportunities, it becomes easy to demonstrate a readiness to take on a preservation project and be successful.

Lori Sipes was trained in a Michigan CLG window workshop. Now she is training others how to rehab their historic windows. View pictures and listen to a radio interview here .

Please help the National Park Service gather information on the annual accomplishments of our local government partners. Unless your State's CLG program coordinator has informed your official CLG contact person to the contrary, click here to download the forms and guidance, fill out the form(s), and return to NPS via mail or fax according to the guidelines. If you are not sure if your community is a CLG or who your CLG contact person is, please click on CLG Contacts & Statistics.

Tell NPS about your Success!

The Historic Preservation Grants Division would like to hear from you, the grantees! Please email us with highlights, awards, success stories created by NPS funded grant programs. Did you experience increased visitation, neighborhood revitalization, economic development, or job creation because of the grant funding?

Send your stories to preservation_grants_info@nps.gov and they might be featured on our Best Ideas page. Please include photos! We look forward to hearing from you!

Participation is voluntary.

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Public Works Engineer Carie Huff presented this item. She said this is a follow up from the March 14th meeting when Council directed staff to review the possibility of separated sidewalks for this project. She explained the different alternatives being presented tonight (details available in staff report). She also reviewed the funding available.

Council Member questions followed: (1) expiration of funds, (2) staff recommendation, (3) guardrail, and (4) impact on the right-of-way property owner.

Earl Eisley, Eisley's Nursery on Nevada Street, said he didn't think this would be a route that school children would use. He expressed his concern about the ingress/egress to his property from Palm Avenue. He said the Public Works Department did not address his water lines in either plan. He also said "to exit the nursery is impossible and they said they would make it straight through" and he wants that documented. He said he wants to ensure they are addressed before the plan is finalized.

Council Member comments followed regarding: (1) increasing walkability in Auburn, (2) separated sidewalks, (3) visibility on Palm Avenue, (4) support for option 5, (5) matching costs, and (6) Earl Eisley's concerns.

By **MOTION**, select option 5 design alternative for the Palm Avenue Sidewalk and Bicycle Lane Project.

MOTION: Nesbitt/ Holmes/ Approved 4:0 (Hanley absent)

11. **Certified Local Government (CLG) Status for Auburn**

Council Member Holmes presented this item. He explained what the certification of a local government does for the community. He said it recognizes the effort to preserve the historic character of Auburn and makes the City eligible for grant funds through Preserve America. He said up to 60 cities and counties in California are CLG status. He said the training for the volunteers who would help in this program would be at no cost, held by the State Office of Historical Preservation.

Council questions followed regarding: (1) staff costs, (2) historical designation approval process, and (3) staff evaluation.

Council Member Holmes said the process to designate buildings in Auburn to the National Registry will still include the City Council. He clarified that the action being requested is to look further into the program, not to apply for it.

Michael Otten, resident of Auburn, spoke in favor of CLG status for Auburn. He read from Elk Grove's resolution approving this status for their city.

Donna Howell, resident of Auburn, spoke in favor of CLG status. She said this certification would provide an advantage for the historical community.

Council Member comments followed supporting gathering more information on the certification and how it can benefit Auburn.

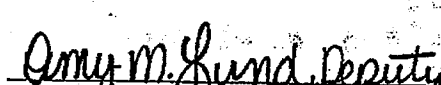
By **MOTION**, approve moving forward with volunteer and staff assistance in seeking Certified Local Government status for the City of Auburn with the final staff analysis and program to be brought back to City Council for final approval.

MOTION: Nesbitt/ Holmes/ Approved 4:0 (Hanley absent)

ADJOURNMENT

Mayor Kirby adjourned the meeting, without objection, to a meeting of the Auburn Urban Development Authority at 8:47 p.m.



William W. Kirby, M.D., Mayor

Joseph G. R. Labrie, City Clerk

ATTACHMENT 4 –

PROVIDED TO CITY COUNCIL UNDER
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COMMUNITY DEVELOPMENT DEPARTMENT

ATTACHMENT



ATTACHMENT 5

National Park Service

National Park Service
U.S. Department of the InteriorCertified
Local
Governments

State Coordinator Contact Information

<u>Click for CLG Statistics</u>	<u>Click for CLG Contact</u>	<u>Certification Date</u>
Alameda, California	CLG Contact	19-Dec-86
Benicia, California	CLG Contact	09-Jul-07
Berkeley, California	CLG Contact	01-Mar-00
Burbank, California	CLG Contact	23-Sep-96
Calabasas, California	CLG Contact	24-Jul-09
Campbell, California	CLG Contact	04-Dec-01
Chico, California	CLG Contact	20-Dec-11
City of Ventura, California	CLG Contact	14-Jul-11
Colton, California	CLG Contact	27-Oct-99
Colusa, California	CLG Contact	24-Oct-96
Danville, California	CLG Contact	23-Oct-91
Davis, California	CLG Contact	30-May-95
Elk Grove, California	CLG Contact	28-Jul-10
Escondido, California	CLG Contact	30-Nov-89
Eureka, California	CLG Contact	03-Aug-99
Fresno, California	CLG Contact	23-Sep-96
Glendale, California	CLG Contact	12-Feb-88
Highland, California	CLG Contact	17-Apr-95
La Quinta, California	CLG Contact	20-Apr-95
Long Beach, California	CLG Contact	19-May-92
Los Altos, California	CLG Contact	04-Dec-90
Los Angeles, California	CLG Contact	03-Aug-07
Los Gatos, California	CLG Contact	25-Jul-90
Marysville, California	CLG Contact	28-Apr-97
Monterey, California	CLG Contact	06-Feb-97

Monterey County, California	CLG Contact	14-Mar-95
Napa, California	CLG Contact	12-Feb-88
Norco, California	CLG Contact	30-Sep-09
Oakland, California	CLG Contact	19-Dec-86
Oceanside, California	CLG Contact	08-Mar-91
Ontario, California	CLG Contact	07-Aug-01
Palo Alto, California	CLG Contact	11-Feb-92
Pasadena, California	CLG Contact	30-Sep-86
Pomona, California	CLG Contact	07-Nov-03
Redondo Beach, California	CLG Contact	04-Dec-90
Redwood City, California	CLG Contact	20-Nov-92
Richmond, California	CLG Contact	12-Mar-07
Riverside, California	CLG Contact	16-Mar-95
Sacramento, California	CLG Contact	21-Oct-96
San Clemente, California	CLG Contact	03-Mar-93
San Diego, California	CLG Contact	30-Sep-86
San Diego County, California	CLG Contact	05-Jan-89
San Francisco, California	CLG Contact	18-Aug-95
San Jose, California	CLG Contact	18-Aug-97
San Juan Bautista, California	CLG Contact	11-Apr-05
San Luis Obispo, California	CLG Contact	22-Mar-12
Santa Ana, California	CLG Contact	12-Mar-02
Santa Clara, California	CLG Contact	14-Nov-86
Santa Clara County, California	CLG Contact	26-Jun-08
Santa Cruz, California	CLG Contact	15-Nov-95
Santa Cruz County, California	CLG Contact	14-Nov-86
Santa Monica, California	CLG Contact	09-Jun-92
Saratoga, California	CLG Contact	06-Oct-88
Sausalito, California	CLG Contact	14-Jul-11
South Pasadena, California	CLG Contact	06-Sep-01
Sunnyvale, California	CLG Contact	07-Jan-93
Truckee, California	CLG Contact	21-Apr-04
Tuolumne County, California	CLG Contact	12-Nov-91
Tustin, California	CLG Contact	31-Jul-91

Vallejo, California	CLG Contact	19-May-92
Ventura County, California	CLG Contact	12-Nov-91
West Hollywood, California	CLG Contact	23-Oct-91

[Back](#)

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WHY BECOME A CERTIFIED LOCAL GOVERNMENT?

What's in it for the local jurisdiction? Why would you want to associate your local preservation program with state and federal programs? Would you be giving up autonomy?

Credibility

When your local preservation program is consistent with federal and state standards and regulations you have the backing of programs that have stood the test of time. The National Historic Preservation Act has been around since 1966. The National Register of Historic Places and its criteria are widely recognized and they have been tested legally (reviewed, refined by adoption into regulations, tested and upheld in courts). Although the California Register of Historical Resources is much newer (1992), its criteria and procedures parallel the National Register.

When your local survey and designation program is consistent with the National Register and California Register you know you are on safe ground. Similarly, in project review or adoption of Certificates of Appropriateness, the adoption and use of the Secretary of the Interior's Standards provides criteria for project evaluation that, again, have stood the tests of time, reasonableness, and the courts. It insulates the local preservation program from charges of being arbitrary and capricious. Becoming a CLG provides the local program the added value of prestige and cachet.

Technical Assistance

A perquisite for becoming a CLG is access to a listserv hosted by the State Office of Historic Preservation. Membership to the listserv is limited to SHPO staff, CLG coordinators, members of CLG boards/commission, and other interested staff in the CLG. It is a communication tool that offers the Office of Historic Preservation and CLGs the opportunity to submit suggestions or questions to other members of the listserv. SHPO staff also uses the listserv to forward information about training opportunities, publications, grants, and a variety of technical assistance to CLGs.

Streamlining

The use of the National Register/California Register criteria and the Secretary of the Interior Standards integrates local, state, and federal levels of review. It brings clarity to the question of what resources are significant when it comes to CEQA and Section 106 of the National Historic Preservation Act. Adopting the Secretary of the Interior's Standards will allow the use of categorical exemptions under CEQA, and likely result of findings of no adverse effect under Section 106. The use of these criteria and standards make environmental review faster, more efficient, and reduces costs and delays.

Involvement

The CLG program brings local preservation boards and commissions into broader land use planning and project approval processes. CLGs are obligated to involve their

boards/commissions in the CEQA and Section 106 review process, as well.

Funding

Each state is required to pass through 10% of its annual Historic Preservation Fund grant from the National Park Service to CLGs to fund their preservation activities. In California, the CLG grant program is competitive for a wider variety of preservation planning activities. This funding is not a large amount, but it can support important activities including completion of a preservation element or plan, a survey, preparation of a National Register district application, or the update of an ordinance. When work is carried out under the CLG grant program, there is the assurance that the work conforms to time-tested state and federal standards.

Autonomy

When your local governments decides to become a CLG, it agrees to carry out the intent of the NHPA and the Secretary of the Interior's Standards. OHP's role is advisory. Recognizing that individual local governments and individuals employed by those local governments often do not have all the background, training, and skills to achieve a good balance between development and preservation, OHP reviews the structure and processes of the local preservation program, and may comment on or make suggestions about strategies a local government can use to accomplish its goals and objectives. Beyond that, neither the NPS nor OHP have any regulatory authority over local governments.

Neither the NPS nor OHP dictate the content of historic preservation plans or ordinances; neither the NPS nor OHP review nor is their approval needed prior to the selection and appointment of individual local preservation commissioners by local government officials. In no way is the autonomy of a local government decreased by becoming a CLG. However, a CLG may be decertified if it establishes policies or adopts practices that violate the intent of the National Historic Preservation Act.

Economic Benefits

Although there are no direct economic benefits to being a CLG other than the opportunity to compete for CLG grants, your CLG's commitment to historic preservation does result in multiple economic benefits. Where preservation is supported by local government policies and incentives, designation can increase property values and pride of place. Revitalization of historic downtowns and adaptive reuse of historic districts and buildings conserves resources, uses existing infrastructure, generates local jobs and purchasing, supports small business development and heritage tourism and enhances quality of life and community character.

ATTACHMENT 7

National Park Service

National Park Service
U.S. Department of the Interior

search

go

☒ Program☐ Search nps.gov

Certified Local Government Program

Frequently Asked Questions

Grants Home
CLG Home
Become a CLG
CLG Contacts & Statistics
CLG Annual Reporting Forms
CLG Opportunities
State Coordinators Login
State Statistical Reports
Frequently Asked Questions

Audit Information
Publications
Site Map
History & Culture
Contact Us

1. What are the Benefits of Being a CLG?
2. Where does funding for CLG grants come from?
3. What types of projects are eligible for CLG funding?
4. What other criteria govern whether a local historic preservation project is eligible for funding?
5. How much money is there in a CLG grant?
6. Do CLG grants require a financial contribution from the CLG?
7. How do SHPOs notify CLGs of the availability of CLG grants?
8. What are the application procedures?
9. Who decides which applications are funded?
10. On what grounds may SHPOs decline to fund an individual CLG grant request?
11. When are proposals selected?
12. When can work begin?
13. How long does the grant last?
14. Can the time be extended?
15. When are the grant funds actually transferred to the CLG?
16. Does the CLG have to complete the project before being reimbursed?
17. Why is matching share required?
18. How can the grant be matched?
19. Can the time spent by CLG staff on the project be counted as match?
20. Can the services of volunteers be counted as in-kind match?
21. When used as match, how are volunteer services valued?
22. If a CLG chooses not to count volunteer services as match, does it still have to provide time records?
23. What other types of in-kind services can be counted as match?
24. What sort of reports must be turned in?
25. What sort of procedures must be followed when a local government uses CLG grant funds to pay for consultants or contractors?
26. Can CLG grant funds be used to buy supplies or equipment?
27. How long must records on grant expenditures be kept?
28. Where can I find additional information on CLG grants?

1. What are the Benefits of Being a CLG?

The benefits to local governments from participating in the CLG program are numerous. While CLG grants generally represent a relatively small amount of funds, they have often been used as seed money to attract funding from local government or other sources. Also, in many cases, the products generated by CLG grants have provided credibility to a fledgling local historic preservation program. Beyond being just a source of funds, the CLG program has helped institutionalize historic preservation and give it legitimacy as a function of local government. Since the local government staff working in the Program are often in the local planning office, the CLG program has helped forge critical connections between historic preservation and land use planning. Similarly, the CLG program has led to increased cooperation between local preservationists and the State Historic Preservation Office and resulted in a strengthened statewide preservation network.

Return to Top

2. Where does funding for CLG grants come from?

Funding for grants to Certified Local Governments comes from the Historic Preservation Fund (HPF), a Federal grants program appropriated by the U.S. Congress and administered by the National Park Service (NPS), which provides financial support to State Preservation Offices (SHPOs). Under the provisions of the National Historic Preservation

Act, as amended, SHPOs are required to award at least 10% of their annual HPF monies to CLGs in their State. (Some States have additional State funds for CLGs.)

3. What types of projects are eligible for CLG funding?

HPF grants to Certified Local Governments have funded a wide variety of local historic preservation projects. Projects eligible for funding and the criteria used to select them are developed yearly by each SHPO. CLG project types that have been funded include the following:

- architectural, historical, archeological surveys, and oral histories
- preparation of nominations to the National Register of Historic Places
- research and development of historic context information
- staff work for historic preservation commissions, including designation of properties under local landmark ordinances
- writing or amending preservation ordinances
- preparation of preservation plans
- publication information and education activities
- publication of historic sites inventories
- development of publication of walking/driving tours
- development of slide/tape shows, videotapes
- training for commission members and staff
- development of architectural drawings and specifications
- preparation of facade studies or condition assessments
- rehabilitation or restoration of properties individually listed in the National Register of Historic Places or contributing to a National Register historic district

Return to Top

4. What other criteria govern whether a local historic preservation project is eligible for funding?

There are two other factors: all CLG grants must result in a completed, tangible product and/or measurable result; and all must be carried out in accordance with the applicable Secretary of the Interior's Standards for Archeology and Historic Preservation (a copy may be obtained from the SHPO).

5. How much money is there in a CLG grant?

The amount of money in a CLG grant must be large enough to have tangible results. Otherwise, there are no specific Federal requirements regarding the amount of money SHPOs make available in individual grants to CLGs. Consequently, the dollar amount of the grant depends primarily on the funding policy set by each SHPO. Some States try to award a grant to each CLG in the State every year. In general, the dollar amount of grants in these States tend to be small, particularly if there are numerous CLGs. On the other hand, other States award relatively few but larger grants. On a nationwide basis, CLG grants in 2001 ranged in size from \$500 to \$60,000.

6. Do CLG grants require a financial contribution from the CLG?

In most states, CLG grants are matching grants, i.e. recipients must provide a certain amount of cash or in-kind services to be used in carrying out the grant project. Each SHPO determines how much, if any, match is to be required. In most States, a 50/50, or "dollar-for-dollar" match is required. This means that for every dollar received the recipient must provide a matching dollar in services, cash, or volunteer hours, as specified by State policy. (See "How can the grant be matched?" below for more information.)

Return to Top

7. How do SHPOs notify CLGs of the availability of CLG grants?

SHPOs makes an annual mailing to each CLG, and each local government whose application for certification is pending, notifying them of the availability of CLG grant funds. Potential CLG applicants are informed of the total amount of funds available. State priorities for funding, criteria to be used in selecting proposals to be funded (see

below), a deadline for submitting requests, and a written description of what must be included in applications for CLG grants.

8. What are the application procedures?

Although application procedures and time frames vary from State to State, in general, the SHPO solicits grant proposals from its CLGs in the Fall. Applicants then submit a Grant Application (or Subgrant or Project Proposal), which describes the project and why it is needed, how the project is to be carried out and what its goals are, who will be doing the proposed work and their professional qualifications, a proposed budget and project schedule, and the specific products to be generated by the project. Applications are generally due at the end of the calendar year. Contact your SHPO and the specific deadlines in your State. (Applicants should also determine what local procedures and requirements, if any, must be satisfied prior to submitting a CLG grant application.)

Return to Top

9. Who decides which applications are funded?

Each SHPO sets its own funding priorities. In some States, greater weight may be given to one type of a project over another. Among the factors typically used to rate grant proposals are compatibility with the broad goals of the SHPO, urgency of the project, significance of the historic properties, geographic distribution of grant funds, education and public awareness potential, and the administrative and financial management capability of the applicant.

10. On what grounds may SHPOs decline to fund an individual CLG grant request?

CLG grants are competitive. While all CLGs are entitled to submit proposals, not all may get funding. SHPOs may decline to fund a proposal that does not adequately address the State's funding priorities, meet its selection criteria, have access to necessary professionals, or be achievable within the time period allowed or the budget proposed. However, States must base grant award decisions on the selection criteria included in the application instructions and notice of grant availability. Additionally, SHPOs may choose not to fund a proposal if they have reason to believe that the applicant does not have the necessary experience or financial resources to carry out the project or has not performed satisfactorily on a previous CLG grant.

Return to Top

11. When are proposals selected?

While time frames vary, successful applicants usually receive notification in the Spring that their proposal will be funded. In some States, recommendations about which proposals should receive funding by the professional staff of the SHPO must be approved by the State Review Board or the State Historical Commission. An agreement between the SHPO and the CLG stipulating the terms of the grant is generally signed in the Spring or Summer.

12. When can work begin?

Applicants for CLG funds must wait until the grant agreement between the SHPO and the CLG's chief elected local official, or his or her legal representative, is signed before starting work on any project. Unless specifically authorized in writing by the SHPO, costs incurred prior to execution of the written agreement will not be paid.

13. How long does the grant last?

The schedule for completing the project will be outlined in the grant agreement. Most CLG grant projects are completed within 9 to 18 months. Projects undertaken with CLG grant funds must be completed in no more than two years from October 1, the start of the Federal fiscal year of the year the funds are appropriated by Congress. Since the grant agreement usually is not signed until the Spring after the start of the Federal fiscal year (depending upon when Congress makes its appropriation), there is usually less than two years in which to complete the work. Multi-year projects require applying for separate grants in successive years and performing the work in phases.

Return to Top

14. Can the time be extended?

If circumstances outside of the control of the CLG make the terms of the grant agreement unachievable, the agreement may be modified or cancelled by mutual agreement between the SHPO and the CLG. For example, if inclement weather interferes with field survey and prevents completion of the work specified in the grant agreement within the time period stipulated, a limited time extension may be granted or the scope of work and budget amended. However, extensions may not stretch the grant period beyond the two-year limit on the expenditure of HPF monies. (See question above.)

15. When are the grant funds actually transferred to the CLG?

Most CLG grants are reimbursable grants. CLGs must first pay the project costs and then submit a request to the SHPO for reimbursement. Consequently, the CLG must have enough money "up-front" to be able to carry the project (including paying contractors) until it gets reimbursed. CLGs should learn the requirements and timing of the State's reimbursement procedures before the project begins.

Return to Top

16. Does the CLG have to complete the project before being reimbursed?

Not always. Depending on the type of project funded, many SHPOs allow CLGs to submit reimbursement claims on an interim "milestone achieved" basis.

17. Why is matching share required?

In establishing a partnership between Federal, State, and local governments, the National Historic Preservation Act requires that HPF grants be matching grants. Underlying this requirement is the need for each of the partners to share the costs of historic preservation. Matching grants ensure that there is strong State and local commitment to projects and result in more historic preservation work being performed than if Federal funds alone were involved.

Return to Top**18. How can the grant be matched?**

Grants can be matched in two ways: in cash or through in-kind services (often called "soft match") necessary to achieve the required product. Generally, CLGs can combine these two types of match to meet the total amount required. Match requirements, however, vary by State.

19. Can the time spent by CLG staff on the project be counted as match?

Yes. In most States, work on the project performed by the staff of the local government is considered part of the overall cost of the project and can be counted as part of the CLG's match. Copies of time sheets and payroll printouts are required as documentation of employee time devoted to the project. CLGs must include staff time in the project budget, like any other cost, if they plan to claim it as match.

20. Can the services of volunteers be counted as in-kind match?

Yes. Many States allow services provided by volunteers, both professional and nonprofessional, to be counted as match by CLGs. The work performed by volunteers must be a necessary part of achieving the products expected from the project and cannot be more than half its total cost.

Return to Top**21. When used as match, how are volunteer services valued?**

In order to claim volunteer services as in-kind match, CLGs must first establish the rate of pay for the type of work performed by the volunteers. Often SHPO pay scales establish the maximum rate allowed for professionals. If a volunteer performs services outside his or her profession, the volunteer time must be valued at the Federal minimum wage rate (for example, an archeologist stuffing envelopes would be valued at minimum wage rate). Also, as evidence that volunteers contributed to the project, time records documenting each volunteer's time must be submitted to the State.

22. If a CLG chooses not to count volunteer services as match, does it still have to provide time records?

No. In most States, documentation of volunteer time spent on a project is only required when the CLG wishes this contribution to count as part of its matching share.

23. What other types of in-kind services can be counted as match?

Most States allow CLGs to claim as match in-kind services such as supplies (i.e., paper or film), developing photographs, photocopying, office rent, clerical support, or certain administrative costs when these are donated to the project by either the local government or a third party. When a CLG chooses to count these supplies or services as match, documentation is required. If grant funds could have been used to pay for a particular item had it not been donated, then the donation will usually be allowable as a matching share contribution.

Return to Top**24. What sort of reports must be turned in?**

Progress reports are usually required on an interim basis. These reports must include a description of what has actually been accomplished and spent to date. SHPOs set the format for these reports and require preliminary products, as appropriate. A final project report is also required upon completion of the grant.

25. What sort of procedures must be followed when a local government uses CLG grant funds to pay for consultants or contractors?

Hiring consultants or contractors to perform part of the project must be done in accordance with acceptable State-established competitive procurement procedures compatible with Federal requirements (and with whatever local procedures apply). Frequently, existing State and local government procedures that meet these requirements are used. A certain number of qualified firms or individuals must be contacted to ensure a fair, open, and competitive selection process. Generally, at least three price quotations or bids must be obtained and the process must be documented. Architects, historians, or other professionals must meet qualification standards set by NPS. Selection may be based on experience, qualifications and cost, rather than cost alone. In many States, the SHPO requires that the CLG consult with it before consultants or contractors are selected.

26. Can CLG grant funds be used to buy supplies or equipment?

Yes. Most local, State, and Federal regulations require price comparisons and a competitive selection process in purchasing equipment, negotiating a lease, or procuring nonprofessional services. Generally, State and local procurement regulations apply. Some SHPOs require grantees to request prior approval for purchases greater than \$500 in value.

[Return to Top](#)

27. How long must records on grant expenditures be kept?

The grant agreement usually specifies records requirements. Documentation relating to the fiscal aspect of any grant project usually must be kept for a minimum of three years after the date of receipt of the last payment (i.e. reimbursement under a CLG grant), or until an audit for the grant period is accepted.

28. Where can I find additional information on CLG grants?

Your SHPO can answer any questions you might have. Many SHPOs have a grants manual describing the procedures used in that State for applying for and administering CLG grants (including any additional State requirements beyond those described in this brochure). Click here to find the **STATE HISTORIC PRESERVATION OFFICE** in your State.

[Return to Top](#)

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Memorandum

Date : February 8, 2012

To : Lance Lowe

From : Department of Parks and Recreation
Lucinda Woodward, Office of Historic Preservation

Subject : City of Auburn, CLG Application

These are recommendations, to assist the city in the development of a potential CLG application. They are not intended to be critical, but a guide to make changes to Auburn's program to bring it into conformance with the CLG program.

COMMENTS REGARDING THE CLG APPLICATION AND ATTACHMENTS

1. Your 1986 survey is now over twenty five years old. Most surveys are valid for about five years before they need to be update. It is likely that the inventory of historic properties made in 1986 does not reflect reality today. In addition, because of the age of the survey no 1941 properties have been surveyed. Auburn needs to prepare a historic context statement for the city and use that document as the basis for updating the survey. The use of a historic context and modern technology have greatly streamlined the survey process. Information about historic contexts and surveys are on our website. While this work would not need to be completed prior to becoming a CLG, the City of Auburn would need to make a commitment to carry out such a program as part of its CLG application. If Auburn were to become certified, we would recommend that you apply for a CLG grant to carry this out.
2. Has the Historic Design Review Commission (HDRC) sponsored or carried out any historic preservation activities. Have they nominated any properties to the Auburn Register recently? Is their authority limited to the City's Historic Old Town and Downtown Historic Districts? If it is, its powers and authority should be expanded citywide.
3. We recommend that city staff, HDRC, and interested members of the public work together now to enhance and/or expand historic preservation activities in the city. We would expect that some plan and commitment be part of the CLG application.
4. Comments are included in our review of the historic preservation section of the municipal code.
5. We recommend that the city establish incentives for historic preservation and include them in the municipal code, rather than applying them at the discretion of the City Council, on a case by case basis.
6. How is the HDRC involved with informing CEQA documents and Section 106 documents about historic properties?

COMMENTS REGARDING THE HISTORIC PRESERVATION SECTION OF MUNICIPAL CODE

§159.492. DEFINITIONS

HISTORIC DESIGN REVIEW DISTRICT. This is somewhat confusing. Why not include districts in the definition for historic resource instead of singling out the Downtown Design Review District and the Old Town Design Review District, and make design review apply to all designated districts and individually designated properties? The focus in the ordinance is on the two extant districts when it should be citywide.

HISTORIC RESOURCE. I recommend expanding this definition to include all resource types, including districts.

§159.494 HISTORIC DESIGN REVIEW COMMISSION; CREATION, MEMBERSHIP, AND TERMS OF OFFICE

(B) Membership. The OHP does not recommend to the National Park Service certification of local governments who either merge the historic preservation commission with the planning commission, or who defer historic preservation policy to the planning commission. Matters related to historic preservation should be considered by a body focused on identifying historic properties and assessing impacts to historic properties without having the “approval” of the planning body. This is the model for the State Historic Resources Commission, and this is the intent of the CLG program.

(C) Minimum qualifications. The federal regulations establishing the CLG program says this about the CLG commission. (36 CFR 61.5 (c)(2))

Establish by State or local law an adequate and qualified historic preservation review commission (Commission) composed of professional and lay members. All Commission members shall have a demonstrated interest, competence, or knowledge in historic preservation. To the extent available in the community, the local government shall appoint professional members from the disciplines of architecture, history, architectural history, planning, archeology, or other historic preservation related disciplines, such as urban planning, American Studies, American Civilization, Cultural Geography, or Cultural Anthropology.

The California SHPO's *Certified Local Government Program & Procedures* states:

A qualified historic preservation review commission means a board, council, committee, commission or other similar body established by local legislation whose primary purpose is historic preservation and whose membership includes a minimum of five (5) individuals, all of who have a demonstrated interest in, competence or knowledge in historic preservation.

Members must be appointed by the chief elected official of the jurisdiction, unless otherwise provided by local legislation. The appointing authority shall make interim appointments to fill unexpired terms in the event of vacancies occurring during the term of members of the commission within sixty (60) days.

To the extent available in the community, the CLG will appoint a minimum of two professional members from the disciplines of architecture, history, architectural history, planning, archeology, or other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology. Local governments can be certified without this minimum professional qualified membership if they can demonstrate they have made a reasonable effort to fill those positions.

When a relevant historic preservation discipline is not represented in the commission membership, the commission shall be encouraged to draw upon such expertise in this area when considering National Register nominations requiring the application of such expertise.

The commission must meet a minimum of four times per year and each commissioner must attend annually at least one training session that meets the requirements of the CLG program. CLG commissioners and staff should develop training requirements that meets the needs of local historic preservation programs.

The commission is the local governmental entity responsible for preparing and submitting an annual report to the SHPO each year. The format and content the most recent annual report is available on the SHPO's website (www.ohp.parks.ca.gov/?page_id=21239)."

The Planning Commission members within the Historic Design Review Commission constitutes a majority of the membership, along with two business association members, an architect and a member of a historical society. This appears to be more of a planning/business district commission. If Auburn is interested in certification we would recommend realigning the commission membership to the intent of the CLG program.

§ 159.495 HISTORIC DESIGN REVIEW COMMISSION; PRACTICES AND PROCEDURES

(A)(B) Quorum and Officers. If five voting members of the Historic Design Commission constitute a quorum, and if five members of the commission are from the Planning Commission, and if the Chair and Vice-Chair of the Planning Commission must serve as the Chair and Vice-Chair of the Historic Design Review Commission, effectively this is a Planning Commission body, not an independent historic preservation commission.

§ 159.498 (A)(8) HISTORIC DESIGN REVIEW COMMISSION; POWERS AND DUTIES and § 159.499 DECLARATION OF HISTORIC BUILDINGS AND PLACES

In § 159.496 the Historic Design Review Commission is given the power and duty to "Establish guidelines for the declaration of historic buildings and structures within the city and designate all such buildings and structures as having special improvements in order to encourage the renovation, restoration or maintenance of such structures and to minimize their non-contributory nature and become 'contributing' to the District"; in §159.499 that authority is given to the City Council. This appears to be an internal inconsistency. Nevertheless, regardless of which body has the authority, the ordinance only provides authority to establish criteria for designation of historic resources; the ordinance does not include the criteria itself which is at the heart of a historic preservation ordinance.

§ 159.496 (B). This is a list of what the commission can do only if authorized by the City Council. This appears very restrictive. Things like updating the survey, making recommendations to City Council, and promoting educational activities are normal functions for historic preservation commission. Usually City Council authorization is not involved unless they are adopting a survey, accepting a grant, entering into a contract or agreement, or making major expenditures.

§ 159.497 HISTORIC DESIGN REVIEW PERMIT

(C)(3) Why are single-family residential buildings or structures exempt from design review? Frankly, I have never seen this in a preservation ordinance before. For the ordinance to be effective it should include all property types.

§ 159.507 PRESERVATION INCENTIVES

This ordinance is very heavy on design review and regulatory matters. We recommend expanding this section and actually adopting some incentives such as number of parking spaces required, reduced fees if work conforms to design guidelines, Mills Act, etc.

MEMORANDUM

30 March 2012

FROM: Councilman Holmes
TO: City Manger Richardson
Copy to: Will Wong ✓

Subject: Amendment to Auburn's Historic Preservation Ordinance and
Recommendations for Auburn's Register of Historic Buildings and Places

1. Since the passage of the Historic Preservation Ordinance in 2004 the existing Historic Design Review Commission (HDRC) has done little to preserve the historic nature of this community. During the period 2009 to 2012 the HDRC has met 20 times of which 18 involved approval of paint colors and schemes for Auburn buildings and structures. No action has been taken to develop the Auburn Register of Historic Buildings and Places and no action has been taken to annually review preservation incentives as required by the ordinance. This failure by the HDRC and city staff to administer the provisions of the ordinance as passed by the City Council must be corrected.
2. In October of 2011 the City Council voted to have the city seek Certified Local Government (CLG) status which would provide new opportunities to obtain grant funding for history related projects in the city. The current ordinance does not meet the standards required for CLG status. The amendment (attachment 1) is intended to correct the defects in the current ordinance, namely separating the Planning Commission from the Historical Preservation Commission (HPC), open the entire city to participation in the process while allowing private property owners to opt out.
3. It is requested that the Community Development Department bring the amendment before the HDRC in the next 90 days.
4. The Auburn Register of Historic Buildings and Places currently has no entries in the registry. City Council resolutions 77-158 and 82-198 provided a mechanism for property owners to have their historic properties approved for listing by the City Council. We have determined that seven properties were so approved. It is recommended that those seven properties plus those private and public properties listed on the National Register of Historic Places including the places named in the in the Old Town Auburn Historic District.
5. It is requested that the Community Development Department complete item (4) before the HDRC within the next 60 days.

Attachment (1) Draft amendment to the History Preservation ordinance

Draft Amendments to the City of Auburn Historic Preservation Ordinance

Replace *Historic Design Review Commission* with *Historic Preservation Commission* throughout ordinance.

159.492 Definitions

Historic Preservation Review. The city review process for development requests associated with properties over 50 years old located in the city or for properties that are designated as a historic resource.

Historic Preservation Commission. The approving authority for projects located within the city.

Historic Preservation District. A district that is designated as a result of the Historic Resources Survey or a National Register District and properties designated as a historic resources.

Historic Resource. Districts, buildings, structures, signs, features, sites, places, areas, or other improvements of historical, architectural, archaeological, educational, cultural, aesthetic, or scientific value to citizens of the city and designated as such by the City Council pursuant to the provisions of this subchapter.

159.499 Designations

(A) Auburn Register of Historic Resources (Auburn Register) Designation Criteria. Upon the recommendation of the Historic Preservation Commission and approval of the City Council, historic resources may be designated on the Auburn Register if the resources meet any one of the following five criteria at the local, state, or national level of significance within a given historic context and retain their integrity:

- (1) Associated with events that have made a significant contribution to the broad patterns of our history;
- (2) Associated with the lives of persons significant in our past;
- (3) Embodies the distinctive characteristics of a type, period, or method of construction; or that represents the work of a master; or that possesses high artistic values; or that represents a significant and distinguishable entity whose components may lack individual distinction; or
- (4) Has yielded, or may be likely to yield, information important to our history or prehistory;

(5) And retains at least four aspects of integrity -- location, design, setting, materials, workmanship, feeling, and association.

(B) Criteria considerations. Ordinarily cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significances within that past 50 years shall not be considered eligible for designation on the Auburn Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within any of the following categories:

- (1) A religious property deriving primary significance from architectural or artistic distinction or historical importance, provided the property owner does not successfully seek exclusion consistent with California Government Code Section 37361;
- (2) A building or structure removed from its original location but which is primarily significant for architectural value, or which is the surviving structure most importantly associated with a historic person or event;
- (3) A birthplace or grave of a historical figure of outstanding importance if there is no appropriate site or building associated with his or her productive life;
- (4) A cemetery that derives its primary importance from of graves of persons transcendent importance, from age, from distinctive design features, or from association with historic events;
- (5) A reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived;
- (6) A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own exceptional significance;
- (7) A property achieving significance within the past 50 years if it is of exceptional importance;
- (8) A property that possesses outstanding local historical significance.

(C) Historic District Plan. Upon the recommendation of the Historic Preservation Commission and approval of the City Council, a Historic District Plan shall be adopted simultaneously with designation. The Historic District Plan shall provide standards for review within that particular district to ensure that new development, renovation, and rehabilitation are compatible and complementary to the prevalent character defining features, architectural styles, historic context, and design elements within the historic district. The Historic Preservation

Commission shall publish such standards as are necessary to supplement the provisions of this article to inform the public of those standards of review by which Historic District Plans are to be judged.

- (D) Designation Process. Historic resources shall be designated by the City Council upon the recommendation of the Historic Preservation Commission.
- (1) Initiation of Designation. Designation for the Auburn Register may be initiated by the Historic Preservation Commission, by any resident of Auburn, organization or by the owner of the property that is proposed for designation.
 - (2) Public Hearing. The Historic Preservation Commission shall hold a public hearing to review and act upon the designation application.
 - (3) Stay of Work. While the Historic Preservation Commission's public hearing on a recommendation or the City Council's decision on a designation is pending, no work that would require a Minor Improvement Permit, a Certificate of Appropriateness, or a Demolition/Relocation Certificate shall be conducted.
 - (4) Notice of Public Hearing. Notice of date, place, time, and purpose of hearing shall be given by first class mail to the applicants, owners, and occupants of the property, and to property owners within five hundred feet of the property, at least ten days prior to the date of the public hearing, using the name and address of such owners as shown on the latest equalized assessment rolls or in other ownership records, and shall be advertised once in a daily newspaper of general circulation at least ten days in advance of the public hearing. Failure to receive notice of such hearing shall in no way affect the validity of action taken.
 - (5) Private Owner Objection. Resources not part of Historic Districts. The private owner of the historic resource can object to designation of his/her resource on the Auburn Register by formally expressing this objection to the Historic Preservation Commission in writing prior to or during the designation hearing for the resource in question. The Historic Preservation Commission must abide by this objection. This subsection in no way changes the eligibility of the resource(s) in question for local, state or national listing of historic properties.
 - (6) Private Owner Objection. Contributing and Noncontributing Resources within a Historic District. Private owner objections to the designation of a proposed Historic District must be expressed

in writing prior to or during that proposed Historic District's designation recommendation hearing. If the majority of owners within the proposed Historic District object to the designation of that proposed Historic District, then the Historic Preservation Commission must abide by this objection and not recommend the designation of that proposed Historic District. Regardless of how much property each owner or partial owner owns within a proposed Historic District each owner may make only one objection regarding the designation.

- (7) Historic Preservation Commission Recommendations. The Historic Preservation Commission shall recommend approval in whole or in part or disapproval of the application for designation in writing to the City Council, setting forth the reasons for the decision.
- (8) Approval of the Historic Preservation Commission Recommendations. After receiving the Historic Preservation Commission's recommendations the City Council shall pass a resolution to approve the recommendations in whole or in part, or shall by motion disapprove them in their entirety. The City Council's decision shall be sent to the applicant, owners of the property, and the Building Official.

159.499a Rescissions

- (A) Grounds for Rescission. Upon recommendation of the Historic Preservation Commission and approval of the City Council, historic resources may be removed from the Auburn Register of Historic Resources if any of the following criteria are met:
 - (1) The property has ceased to meet the criteria for listing in the Auburn Register because qualities which caused it to be originally listed have been lost or destroyed, or such qualities were lost subsequent to nomination and prior to listing;
 - (2) Additional information shows that the property does not meet the Auburn Register criteria for eligibility;
 - (3) Errors in professional judgment as to whether the property meets the criteria for eligibility;
 - (4) Prejudicial procedural error in the nomination or listing process. Properties removed from the Auburn Register of Historic Resources for procedural error shall be reconsidered for listing by the Historic Preservation Commission after correction of the

error or errors. The procedures set forth for designations shall be followed in such reconsiderations. Any resource removed from the Auburn Register of Historic Resources for procedural deficiencies in the nomination and/or listing process shall automatically be considered eligible for listing in the Auburn Register of Historic Resources without further action.

(B) Rescission Process. Historic resources shall be removed from the Auburn Register of Historic Resources by the City Council upon recommendation of the Historic Preservation Commission.

- (1) Initiation of Rescission. Rescission of resources listed on the Auburn Register of Historic Resources may be initiated by the Historic Preservation Commission, by any Auburn resident, organization or by the owner of the property that is proposed for rescission. The applicant must communicate in writing the reasons that the property should be removed.
- (2) Public Hearing. The Historic Preservation Commission shall hold a public hearing to review and act upon the rescission application.
- (3) Notice of Public Hearing. Notice of date, time, place, and purpose of the hearing shall be given by first class mail to the applicants, owners, and occupants of the property, and to property owners within five hundred feet of the property, at least ten days prior to the date of the public hearing, using the name and address of such owners as shown on the latest equalized assessment rolls or in other ownership records, and shall be advertised once in a daily newspaper of general circulation at least ten days in advance of the public hearing. Failure to receive notice of such hearing in no way affect the validity of the action taken.
- (4) Historic Preservation Commission Recommendations. The Historic Preservation Commission shall recommend approval in whole or in part or disapproval of the application for rescission in writing to the City Council, setting forth the reasons for the decision.
- (5) Approval of Historic Preservation Commission Recommendations. After receiving the Historic Preservations Commission's recommendations the City Council shall pass a resolution to approve the recommendations in whole or in part, or shall by motion disapprove them in their entirety. If the City Council approves a proposed rescission, notice of the City

Council's decision shall be sent to the applicant, owners of the property, and the city Building Official.

159.494 Historic Preservation Commission, Creation, Membership, and Terms of Office.

(A) Established. There is hereby established a Historic Preservation Commission.

(B) Membership of the Historic Preservation Commission. Each member of the Historic Preservation Commission must be at least eighteen years of age, reside in the Auburn area, and be registered to vote. Commission members shall be appointed by the City Council. Commission members shall not be city staff.

(C) The members of the Historic Preservation Commission shall include persons who have demonstrated special interests, competence, experience, or knowledge in historic preservation. The makeup of the Historic Preservation Commission should meet the professional qualification standards of a Certified Local Government, to include having at least two Commission members who are professionals in the disciplines of history, architecture, architectural history, archaeology, or other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology. Members of the Historic Preservation Commission are subject to laws governing conflicts of interest applicable to appointed government officials. One member of the Historic Preservation Commission shall be a member and official representative of the Placer County Historical Society.

(1) When a relevant historic preservation discipline is not represented in the commission membership, the commission shall be encouraged to draw upon such expertise in this area when considering National Register nominations requiring the application of such expertise.

(D) Appointments of Members and Terms of Office. The membership of the Historic Preservation Commission shall consist of five regular members. The term of office of all members of the Historic Preservation Commission shall be four years and shall be appointed by a majority of the City Council. The Council shall appoint two members at the time of initial appointment to two-year terms.

(E) Attendance. The appointment of any member of the Historic Preservation Commission who has been absent from three consecutive regular or special meetings, without the prior approval of the Historic Preservation Commission chairperson, shall automatically terminate.

(F) Vacancies. After appropriate public notice vacancies on the Historic Preservation Commission, from whatever cause, shall be filled by the City Council by vote of not less than three council members within sixty days of the vacancy.

159.495 Historic Preservation Commission; Practices and Procedures.

(A) Chairperson of the Historic Preservation Commission. The Historic Preservation Commission shall elect a chairperson from its members, who shall hold office for one year or until his or her successor is elected, unless his or her term as member of the Historic Preservation Commission expires sooner. The chairperson shall be elected at the first meeting of the Historic Preservation Commission after January 1st of each year. A vice chair will also be elected.

(B) Meetings of the Historic Preservation Commission. The Historic Preservation Commission shall establish a regular time and place of meeting. The Historic Preservation Commission shall hold no less than four meetings per year or as required to hear applications in a timely manner. Each commissioner must attend annually at least one training session that meets the requirements of the Certified Local Government program. Special meetings of the Historic Preservation Commission may be called at any time by the chairperson, upon personal notice being given to all members of the Commission. If personal notice cannot be given, written notice must be mailed to all members at least seventy-two hours prior to said meeting, unless said notice requirement is waived in writing by said member prior to the meeting or by being present at the meeting. Meetings of the Historic Preservation Commission shall be held, and notice given, in conformance with California Government Code Sections 54951.1-54961 (the Ralph M. Brown Act).

(C) Organization and Procedure. Three of the five members shall constitute a quorum. The affirmative vote of a majority of the members present and voting is required to take any action. The Historic Preservation Commission shall keep an accurate record of its proceedings and transactions and shall submit an annual report to the City Council. The Community Development Department shall act as staff to the Historic Preservation Commission.

159.496 Historic Preservation Commission; Powers and Duties.

(A) Powers and Duties. The Historic Preservation Commission shall have the following powers and duties under this ordinance:

- (1) Maintain, publicize, and periodically update a local Historic Resource Inventory listing all historic resources within the city, based on the survey completed in 1986;
- (2) Attain and maintain Certified Local Government status;
- (3) Act in an advisory capacity to the City Council in all matters pertaining to historic resources; and recommend the designation and rescission of historic resources on the Auburn Register or Auburn historic resources to the City Council;
- (4) Recommend the approval or disapproval, with or without conditions, of applications for demolition or relocation of historic resources;
- (5) Perform advisory review of new buildings, structures, objects, and demolitions on lots immediately adjacent to designated historic resources in cases where the city has discretionary review over these projects (as defined by the California Environmental Quality Act);
- (6) To adopt rules of procedures for the conduct of its business in accordance with the provisions of this subchapter;
- (7) Investigate and make recommendations to the City Council on the availability and use of various federal, state, local, or private funding sources, incentives and other mechanisms available to promote and undertake preservation of structures, improvements or sites of historical significance to Auburn and provide oversight to those funds should they come available;
- (8) Develop and maintain criteria for the nomination and designation of buildings, structures, sites, or districts of historic resources, and encourage and render advice and guidance to property owners or occupants on procedures for inclusion of a cultural resource on the local, State, and federal level such as the National Register of Historic Places;
- (9) Review and comment on decisions and documents developed using the California Environmental Quality Act, the National Historic Preservation Act of 1966 (United States Code Title 16, et seq), and other laws that require consideration of the effects of projects on historic resources when such decisions or documents may affect historic resources or resources potentially eligible of historic designations in the city;

(10) Participate in, promote, and conduct public information, educational and interpretive programs, newsletters, and appropriate literature pertaining to all types of historic resources to owners of historic resources, building contractors, the Chamber of Commerce, area realtors, and any member of the public requesting such information;

(11) Provide for adequate public participation in local preservation programs, including the process of recommending properties for nomination to the Auburn Register of Historic Resources, the California Register of Historical Resources, and the National Register of Historic Places;

(12) In the case of historic resources that may be demolished or relocated, take steps to aid in the preservation of historic resources to include, consultation with civic groups, public agencies, and interested citizens; recommendations for acquisition of the property by public or private bodies or agencies; and exploration of the possibility of moving such resources; and

(13) Perform any other functions designated by the City Council or required by the State of California's Certified Local Government program.

A RESOLUTION ESTABLISHING POLICY GUIDELINES FOR DECLARATION OF
HISTORICAL BUILDINGS WITHIN THE CITY OF AUBURN

THE CITY COUNCIL OF THE CITY OF AUBURN DOES RESOLVE:

That the City Council of the City of Auburn does hereby
adopt the following policy guidelines in the determination of
historical buildings within the City of Auburn:

1. Any owner of real property having located thereon
an historically significant building shall have the right to
file an application with the Planning Director of the City of
Auburn, describing said building, its age, former uses and
its particular importance or significance to the history,
architecture, or culture of the City of Auburn, including
photographs, diagrams, drawings, and all other information
or exhibits related thereto.

2. Upon receipt of said information, the Planning
Director shall set a public hearing for the review of said
application before the City Council of the City of Auburn.

3. The City Council shall receive all evidence
submitted to it and shall thereafter make a finding as to whether
or not said particular building shall be classified as of
particular historical, architectural or cultural importance
or significance to the City of Auburn, or any area thereof.

4. Said building shall be not less than seventyfive
(75) years old.

5. If found to be of historical, architectural, or
cultural importance or significance to the City of Auburn,
or any area thereof, said owner shall thereafter obtain the

1 approval of the Building Inspector of the City of Auburn as
2 to acceptable "alternative regulations" proposed for the
3 improvement or repair of said buildings. Such "alternative
4 regulations" shall be "reasonably equal", in terms of quality,
5 strength, effectiveness, fire resistance, durability, and safety
6 to all of the health, safety, building and other requirements,
7 regulations and standards of the City of Auburn pertinent to
8 the improvement or repair of said buildings.

9 6. After approval of the Building Inspector of the
10 City of Auburn, said "alternative regulations" shall be approved
11 by the City Council after public hearing thereon.

12 7. The applicant for historical designation shall pay
13 the cost of a City of Auburn Plaque as part of an application fee
14 and shall mount said plaque on any building approved by the
15 City Council of the City of Auburn as an historical building.

16 Dated: December 13, 1982

17 
18 George W. Beland, Mayor

19 ATTEST:

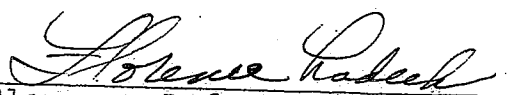
20 
21 Florence Ladeck, City Clerk

22 I, FLORENCE LADECK, City Clerk of the City of Auburn,
23 do hereby certify that the foregoing resolution was duly passed
24 at a regular meeting of the City Council held on the 13th day of
25 December, 1982, by the following vote on roll call:

26 AYES: Cox, Pisarek, Veal, Wise, Beland

27 NOES: None

28 ABSENT: None


Florence Ladeck, City Clerk

CITY OF AUBURN
REGISTER OF HISTORIC PLACES
(Current as of April 23, 2012)

HISTORIC BUILDINGS

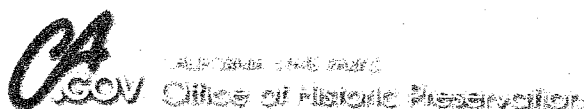
APPROVAL	DATE	ADDRESS	APN	NAME	AKA
Motion	12-12-77	130 Maple Street	002-223-001		Latitude's
Res. 84-41	3-11-85	405 Linden Avenue	002-167-007	Irene Burns Home	
Res. 86-151	7-14-86	1293 Lincoln Way	002-180-013	Vogler House	
Res. 88-104	6-27-88	601 Lincoln Way	002-081-002	East Auburn Depot	Chamber of Commerce
Res. 88-181	11-14-88	1225 Lincoln Way	002-180-016	Auburn Grammar School	City Hall
Res. 89-99	5-26-89	853 Lincoln Way	002-154-043	Auburn Hotel	Promenade Building
Res. 89-99	5-26-89	164 Cleveland Avenue	002-082-014	Tuttle Mansion	

POINTS OF HISTORIC INTEREST

APPROVAL	DATE	ADDRESS	APN	NAME	AKA
Res. 88-83	5-23-88	1225 Lincoln Way	002-180-016	Auburn Grammar School	City Hall
Res. 96-08	1-8-96	956 Lincoln Way	002-145-014	Jon M. Robinson Memorial Masonic Temple	

HISTORIC LAND SITES

APPROVAL	DATE	ADDRESS	APN	NAME	AKA
Motion	1-22-79	101 Maple Street	002-224-015	County Courthouse	
Motion	1-22-79	299 Commercial St	002-224-011	Lawyer's Row	
Motion	1-22-79	301 Commercial St	002-225-018	Commercial Street	
		321 Commercial St	002-225-019		
		337 Commercial St	002-225-017		
		343 Commercial St	002-225-008		
		351 Commercial St	002-225-007		
Motion	1-22-79	1583 Lincoln Way	004-113-001	Old Post Office	
Motion	1-22-79	200 Sacramento Street	004-032-001	Chinese Joss House	Joss House
Motion	1-22-79	277/291 Auburn Folsom Road	004-120-013	Traveler's Rest & Winery	Bernhard Museum



ATTACHMENT 12

Search



OHP PROGRAMS TOOLS PARTNERS COMMISSION

Certified Local Government Program (CLG)

Recommend

Sign Up to see what your friends recommend.

2011-2012 CLG GRANT AWARDS



A minimum of ten percent of California's yearly allocation of federal funds received through the Historic Preservation Fund Grants Program must be sub granted to certified local governments; this year's allocation is approximately \$1.4 million. The Office of Historic Preservation awards HPF monies to CLGs in a competitive process. This year OHP received 15 grant applications requesting \$289,145 and has selected ten local governments to receive grants totaling \$184,500 for the following projects:

Burbank, \$5,000. Develop an education and outreach campaign to provide more information to the public about Burbank's preservation programs and to engage the community in on-going preservation efforts.

Elk Grove, \$22,500. Prepare a historic context statement for the Elk Grove Historic District Special Planning Area and surrounding neighborhood.

La Quinta, \$10,000. Digitize two City of La Quinta historic properties surveys and make them available on the City's website as part of its outreach and public education program.

Los Angeles, \$22,500. Expand the Participation and Outreach Implementation Program for SurveyLA including the development of a social media strategy. It will focus on the following 12 community plan areas, along with industrial-zoned properties citywide: 1) Venice; 2) Westwood; 3) Wilshire; 4) Van Nuys-North Sherman Oaks; 5) Chatsworth-Porter Ranch; 6) Northridge; 7) Reseda -West Van Nuys; 8) Granada Hills-Knollwood; 9) Sylmar; 10) Sun Valley-La Tuna Canyon; 11) Northeast Los Angeles; and 12) the Los Angeles International Airport.

Monterey, \$22,500. Prepare a historic context statement and reconnaissance historic survey for the New Monterey Residential Neighborhood and the New Monterey Business District.

Norco, \$12,000. Extend the City's historic context statement to address its modern era, from 1946 through 1966.

Pasadena, \$22,500. Prepare a Multiple Property Documentation Form about cultural landscapes in Pasadena, concentrating on historic designed landscapes from the turn of the twentieth century through the recent past.

Riverside, \$22,500. Prepare a historic context and intensive-level survey for the proposed Cliffside Historic District which includes a cohesive collection of homes of the recent past, dating from 1950-1960.

Sacramento, \$22,500. Revise and expand the City of Sacramento's historic context to provide direction and guidance for future historical and cultural resources surveys.

San Francisco, \$22,500. Prepare a historic context and survey of residential tract developments constructed from 1930-1950 in the Sunset District.

The 1980 amendments to the National Historic Preservation Act of 1966, as amended, provided for the establishment of a CLG program to encourage the direct participation of local governments in the identification, evaluation, registration, and preservation of historic properties within their jurisdictions and promote the integration of local preservation interests and concerns into local planning and decision-making processes. The CLG program is a partnership among local governments, the State of California-OHP, and the National Park Service (NPS) which is responsible for administering the National Historic Preservation Program.

NPS CLG Information

What are the requirements to be a CLG?

- Enforce appropriate state and local laws and regulations for the designation and protection of historic properties;
- Establish an historic preservation review commission by local ordinance;
- Maintain a system for the survey and inventory of historic properties;
- Provide for public participation in the local preservation program; and
- Satisfactorily perform responsibilities delegated to it by the state.

More

Related Pages

Local Government Assistance

CLG Grant Program

CLG Program Q & A

Historic Contexts & Surveys for Local Planning

Historic Preservation Elements

Local Ordinances

WHY BECOME A CERTIFIED LOCAL GOVERNMENT (CLG)?

STAFF CONTACTS

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Marie Nelson
State Historian II
Surveys & Contexts/CLG Coordinator
916-445-7042

CALIFORNIA CLGs

CLGs Contacts
(Updated 10 February 2012)

CLG Annual Reports due January 31, 2012

Request 2010-2011 Annual Report Form
(WORD)

CLG Commissioner Qualifications Form (PDF)

CLG Commissioner Qualifications Form
(WORD)

CLG GRANT PROGRAM

CLG Grants Manual and Supporting Documents

CLG APPLICATION

CLG Application and Procedures

Link to National Park Service CLG Information

**ON FILE WITH THE COMMUNITY
DEVELOPMENT DEPARTMENT**

EXHIBITS

